

**SOUTH DAKOTA BOARD OF TECHNICAL EDUCATION  
POLICY MANUAL**

**SERIES:** 300. Academic Affairs  
**SECTION:** 302. Academic Planning  
**POLICY:** 302.1. Academic Planning Forecast  
**EFFECTIVE:** July 1, 2021

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**A. PURPOSE**

1. The purpose of this policy is to define the academic planning forecast timeline, elements, and review process.

**B. DEFINITIONS**

1. Academic Planning Forecast: An informational report, presented by the technical college to the Board of Technical Education, summarizing the technical college's anticipated academic program actions for a period of three (3) progressive fiscal years.

**C. POLICY**

1. To "provide overall policies, goals, and objectives for the management of the technical college system to ensure that the needs of the public, business, and industry are met to the highest possible degree and in the most cost-effective and efficient manner,"<sup>1</sup> a technical college shall annually submit an academic planning forecast (hereinafter "planning forecast") to the Board of Technical Education (hereinafter "Board").
2. A planning forecast must be for a period of three progressive fiscal years (July 1 to June 30).
3. A planning forecast is for informational purposes only and is a courtesy to the Board. The Board will not formally approve the planning forecast.
4. The following conditions exist:
  - 4.1. A technical college is not required to implement an action included in the planning forecast.
  - 4.2. An action need not be listed in the planning forecast for a technical college to start the appropriate approval or notification requirements.
  - 4.3. The listing of an action requiring Board approval does not guarantee Board approval.
5. A planning forecast must include the following elements:
  - 5.1. Substantive and Non-Substantive Program Applications

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<sup>1</sup> SDCL 13-39A-14. Retrieved September 27, 2020, from [https://sdlegislature.gov/Statutes/Codified\\_Laws/2042420](https://sdlegislature.gov/Statutes/Codified_Laws/2042420)

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5.2. Program Suspensions and Terminations

5.3. Program Reactivations

5.4. Location Expansions

**D. PROCEDURES**

1. The executive director shall promulgate procedures needed to implement this policy.

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**SDCL REFERENCE:** [13-39A-14](#); [13-39A-16](#); [13-39A-17](#); [13-39A-18](#); [13-39A-21](#)

**ARSD REFERENCE:** [24:59:01](#)

**HISTORY:** Adopted May 20, 2021.